

## AMS/FAST CHANGE REQUEST (CR) COVERSHEET

**Change Request Number:** 23-123

**Date Received:** September 12, 2023

**Title:** Revised AMS Change Request Coversheet

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**Initiator Name:** Stacie Huelsbeck

**Initiator Organization Name / Routing Code:** Procurement Policy Branch, AAP-110

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**Policy and Guidance:** (Please check only one box)

- |   |   |
|---|---|
| <input type="checkbox"/> Policy                 | <input type="checkbox"/> Procurement Tools and Resources      |
| <input type="checkbox"/> Guidance               | <input type="checkbox"/> Real Property Templates and Samples  |
| <input type="checkbox"/> Procurement Samples    | <input type="checkbox"/> Procurement Clauses                  |
| <input type="checkbox"/> Procurement Templates  | <input type="checkbox"/> Real Property Clauses                |
| <input type="checkbox"/> Procurement Forms      | <input checked="" type="checkbox"/> Other Tools and Resources |
| <input type="checkbox"/> Procurement Checklists |   |

### Summary of Change:

The change updates the AMS Change Request (CR) Coversheet as follows:

1. Consolidates the CR coversheet with the endorsement page
2. Updates fields and descriptions to clarify intent and add PDF form fields
3. Reflects changes being made to the FAST Procurement Tools & Resources web-page

### Reason for Change:

The change streamlines the CR Review/Approval process and reflects changes being made to the FAST Procurement Tools & Resources web-page.

**Development, Review, and Concurrence:** AAP-110 and AAP-130

**Target Audience:** FAA Acquisition Workforce and AAP Approvers

**Briefing Planned:** None.

**ASAG Responsibilities:** None.

**Section / Text Location:**

On the FAST Web-page entitled "Revising AMS", under "Key Outputs and Products," remove and replace the AMS Change Request Cover Sheet with the attachment below.

**The redline version must be a comparison with the current published FAST version.**

☐ I confirm I used the latest published version to create this change / redline

**or**

☒ This is new content

**Links:** [https://fast.faa.gov/archive/v1910/Revising\\_AMS.cfm](https://fast.faa.gov/archive/v1910/Revising_AMS.cfm)

**Attachments:** AMSChangeRequestCoversheetFINAL.pdf

**Other Files:** N/A.